

CITY OF SHEBOYGAN

FINANCE AND PERSONNEL COMMITTEE

June 14, 2021

Chair Trey Mitchell called the meeting to order at 5: 00 p.m. The Pledge of Allegiance and introductions followed.

COMMITTEE MEMBERS PRESENT: Chair Trey Mitchell, Vice Chair Roberta Filicky-Peneski, Alderperson

Barbara Felde and Alderperson Grazia Perrella

COMMITTEE MEMBERS EXCUSED:

Alderperson

Betty Ackley

STAFF / OFFICIALS PRESENT: City Attorney Chuck Adams, City Administrator Todd Wolf, Finance Director Kaitlyn Krueger, Director of Planning and Development Chad Pelishek, Director of Human Resources and Labor Relations Vicky Schneider,

Assistant to the City Administrator Carrie Arenz, Accountant I Doris Ramminger, WSCS Cable TV

Robert Ingrahm.

PUBLIC PRESENT:

Les Ahrens

- Grota Appraisals, RaeAnn Schmitz - Grota

Appraisals.

MINUTES

Motion by Alderperson Perrella, seconded by Alderperson Filicky-Peneski to approve the minutes of May 24, 2021. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 RO 24 - 21 - 22 / June 7, 2021 / DOC

3.4: Reporting that, pursuant to Res. No. 66 - 20 - 21 authorizing the City Administrator to negotiate settlement of certain claims made by the City of Sheboygan, City Invoice No. 7975 in the amount of \$6,007.49 billed to Kenneth Koopman regarding damage to a traffic control signal located at the corner of South Business Drive and Wilson Avenue on November 16, 2019, has been settled with a payment to the City of Sheboygan in the amount of \$5,715.
24.

City Attorney Chuck Adams' recommendation was to receive and file.

Motion by Vice Chair Filicky-Peneski, seconded by Alderperson

Felde

to recommend to the Common Council to receive and file the document. Motion carried.

3.2 RES 16 - 21 - 22 / June 7, 2021 / DOC

4.1: A RESOLUTION authorizing the appropriate City officials to execute the Financial Management Planning Services Agreement with Ehlers, Inc. and to make a necessary budget adjustment and appropriate in the 2021 budget.

City Administrator Todd Wolf discussed the five-year

Strategic

Financial Planning Management

plan with Ehlers, Inc. to provide

consulting on Capital

Improvements, Borrowing,

and TID

Closures for creation of

stronger

financial planning and

working with the City Admininstator and Finance Director. This plan

includes a budget adjustment of \$34,200 from the Contingency Fund to Finance - Accounting - Consulting Services.

Motion by Vice Chair Filicky-Peneski, seconded by Alderperson

Perrella

to recommend the Common Council adopt

the resolution. Motion carried.

3.3 RES 17 - 21 - 22 / June 7, 2021 / DOC

4.2: A RESOLUTION authorizing the appropriate City officials to execute the agreement with Assessment Technologies of Wisconsin, LLC d/b/a Grota Appraisals for assessment services between 2023 and 2026 and for revaluation services, and to make a necessary budget adjustment and appropriation in the 2021 budget.

City Administrator Wolf presented a

history of the City of Sheboygan's revaluation

of City of Sheboygan properties after introducing Les Ahrens and RaeAnn Schmitz with Grota Appraisals. In 2006, there was a full

revaluation, followed by a market assessment update in 2013,

equalized value assessment in 2016. Currently, the City of Sheboygan is not in compliance with property appraisals. It is recommended to do an exterior evaluation of 20 percent of city residential and commercial improved

properties, to be compliant. This would be accomplished over five years beginning in 2021. The City will be divided into five

quadrants, with one section

being inspected each year. The agreement with Assessment Technologies of Wisconsin, LLC d/b/a Grota Appraisals

is asked to be extended and a budget adjustment of

\$85,000, for 2021 from the General Fund Contingency. 2022 - 2026 will be funded through Capital Improvements.

Motion by Alderperson Perrella, seconded by Vice Chair Filicky-Peneski to recommend the Common Council adopt the resolution. Motion carried.

3.4 RES 18 - 21 - 22 / June 7, 2021 / DOC

4.3: A RESOLUTION authorizing the Director of Planning & Development to accept the Proposal for Environmental Services - Wetland Delineation at Parcels 59281 - 628961 and 52981 - 657937 from Stantec Consulting Services Inc.

Director of Planning and Development Chad Pelishek

explained the property in the Northfields Subdivision may be developed into single family homes. The City is proposing to hire Santec Consulting Services to perform a wetland delineation to determine the number of single family residential lots which

may be sold.

Motion by Vice Chair Filicky-Peneski, seconded by Alderperson

Felde

to recommend the Common Council adopt the resolution. Motion carried.

3.5 RES 19 - 21 - 22 / June 7, 2021 / DOC

4.4: A RESOLUTION approving the Tax Increment Financing (TIF) Policy of the City of Sheboygan.

Director of Planning and Development

Pelishek

expressed the City of Sheboygan needs to establish a policy to provide developers with some direction. This would aid in the negotiation process to implement an agreement with less impact on the environment amongst other items. The policy would require an \$1,000 TIF review fee to offset the costs related to internal and external TIF planning.

Motion by Vice Chair Filicky-Peneski, seconded by Alderperson

Felde

to recommend the Common Council adopt the resolution. Motion carried.

3.6 CLAIMS: R.O. No. 12 - 21 - 22 Submitting a claim from Zachary D. Brill for alleged damages to his vehicle when driving through construction area on North Taylor Drive.

City Attorney

Adams

apprised the Committee that this claim was denied.

Motion by Alderperson

Perrella, seconded by Alderperson

Felde to recommend the Common Council to receive and file documents. Motion carried.

3.7 CLAIMS: R.C. No. 328 - 20 - 21 (R.O. No. 130 - 20 - 21) Submitting a claim from Acuity Insurance for alleged damages to their insured (Steven L. and Susan M. Aubry) vehicle when it was backed into by a City owned vehicle.

City Attorney

Adams stated that this claim was paid and that this would be to file.

Motion by Vice Chair Filicky-Peneski, seconded by Alderperson

Perrella

to recommend the Common Council to receive and file documents. AYE:

Filicky-Peneski,

Felde, Perella;

ABSTAIN: Mitchell.

Motion carried.

3.8 CLAIMS: R.C. No. 329 - 20 - 21 (R.O. No. 131 - 20 - 21) Submitting a claim of alleged unlawful tax collected from Midstate Amusement Games, LLC by the City for the 2020 tax year, plus interest as provided by law, with respect to certain property located in the City and known by the personal property tax Account Number 59281860858 P.

City Attorney

Adams

apprised the Committee that this claim was denied.

Motion by Vice Chair Filicky-Peneski, seconded by Alderperson

Felde

to recommend the Common Council

to receive and file documents. Motion carried.

CLOSED SESSION

Motion to convene in closed session under the exemption provided in Sec. 19.85 (1)(e), Wis. Stats., for the purpose of a discussion related to a possible purchase of land to expand the SouthPointe Enterprise Campus where competitive and bargaining sessions require a closed session.

Motion by Vice Chair Filicky-Peneski, seconded by Alderperson

Felde

to go into closed session. AYE: Mitchell, Filicky-Peneski,

Felde, Perella.

Motion carried.

DATE OF NEXT REGULAR MEETING

JUNE 28, 2021

ADJOURN

Motion by Alderperson

Perrella, seconded by Alderperson

Felde to Adjourn at 6: 14 p.m. Motion carried.